

# LONG TERM PAVEMENT PERFORMANCE PROGRAM DIRECTIVE



For The Technical Direction Of The LTPP Program



Program Area: General Operations Directive Number: GO-6  
Date: April 1, 1998 Supersedes: n/a  
Subject: LTPP Regional Operations Quality Assurance Reviews

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The LTPP Program office will conduct on a routine basis Regional Operations Quality Assurance (QA) reviews in the following areas.

- Distress
- Deflection (FWD)
- Seasonal Monitoring (SMP)
- Automated Weather Station (AWS)
- Profile

Implementation of these QA reviews will enhance and/or standardize the data collection process used by the LTPP regional offices. The LTPP Program office will conduct these reviews throughout the year. In order to assist the LTPP Program office in the implementation of this program, it is important that the Regional Coordinating Offices (RCO) maintain an updated data collection schedule. This will help to conduct these reviews effectively and without interruption to field operations.

The LTPP Technical Support Services Contractor (TSSC) will coordinate locations and dates with the RCO's. The reviews will be performed by teams consisting of four highly qualified individuals: two from the TSSC, one from the RCOs, and one from FHWA.

The review teams will consist of the following people:

QA Plan	TAC Personnel	RCOs	FHWA
Distress	John Miller and Andrew Brigg	Jerry Daleidon	Bill Bellinger
FWD	Andrew Brigg	Mark Potter	Antonio Nieves
SMP/AWS	Andrew Brigg and Haiping Zhou	Brandt Henderson	Aramis Lopez
Profiler	Rohan Perera and Andrew Brigg	Lynne Evans	Antonio Nieves

*\*Back-up personnel will be available and will be used as necessary and appropriate.*

Both field and office RCO operations will be reviewed by these teams during the course of their visits to the regions. Members of the review team will not interact with RCO personnel during conduct of their field activities -- **REVIEW TEAM CAN ONLY OBSERVE AND TAKE NOTES**. Similarly, no other RCO personnel will be allowed to accompany those being reviewed -- **NO COACHING BY RCO PERSONNEL**.

RCO's will be rated by the team as being "Fully Compliant", "Compliant - Minor Changes Required", or "Non-Compliant - Major Changes Required", depending on how closely LTPP guidelines and directives are followed. Individual field operators will also be given a "Compliant" or "Non-Compliant" rating on the basis of the field review results. RCO's will be notified by FHWA within one week of the review of their overall and individual field operator ratings.

In the event that one or more individual field operators are found to be "Non-Compliant", the RCO will be required to submit a remediation plan to FHWA (LTPP Team Leader and respective COTR) within 15 days of receiving such rating. A follow-up review of "Non-Compliant" field operators will also be conducted within six months after the initial review. If at that time field operators are still "Non-Compliant", they will not be allowed to collect data for LTPP until found compliant at a later review. Beginning on December 1, 1998, only compliant RCO personnel will be permitted to collect LTPP data. This time frame allows for the approval of multiple RCO operators/raters prior to strict enforcement by FHWA.

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